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ABSTRACT

This packet is intended to help teachers obtain an overview of study skills, learn about procedures for assessing students' study skills, and review materials that may be useful with selected students. Following a brief overview on the importance of study skills and a definition of study skills, there is a section of frequently asked questions on the topic. Next is a list of 20 resources, followed by a list of 18 publishers. Finally, brief annotations are given of 65 study skills books, kits, computer software, and other materials, noting publisher, title, author, format, level, and cost. (SR)

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TITLE: STUDY SKILLS

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CS010145

ABSTRACT: This packet will help teachers obtain an overview of study skills, learn about procedures for assessing students' study skills, and review materials that may be useful with selected students.

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STUDY SKILLS

Overview

Math and language skills are necessary for further learning but how we apply them is critical. Effective study skills ensure a higher quality of application and affect the rate and quality of additional learning. Study skills range from time management to organizing condensed information in notes, and from active listening to critical thinking. Research indicates that study skills training can benefit students through more efficient learning, improvement in exam performance, better grades, and increased self-confidence. All of these factors are strongly associated with a lower dropout rate. For special needs students, effective study skills could be crucial for success.

Definitions/Terminology

Study Skills	A group of skills which are used to promote learning the content of any course of study. Examples include effective listening, critical and active reading, efficient use of memory processes, test taking skills, techniques for analyzing and condensing text content, and the constructive use of reference materials.

Frequently Asked Questions

Q. WHO SHOULD ASSIST STUDENTS WITH DEVELOPING EFFECTIVE STUDY SKILLS?

A. All teachers can help by clarifying course expectations and indicating how these can be met, by carefully organizing course content, by teaching specific study skills, and by giving feedback for student performance. Particular responsibility for helping students develop study skills should be assigned to one individual staff member such as a teacher, counselor, or other resource person.

Q. SHOULD STUDY SKILLS BE TAUGHT IN A SEPARATE COURSE DESIGNED FOR THAT PURPOSE?

A. A national survey in 1978 indicated that 25% of all public schools in the nation had established a study skills course during the previous four years. Most of these courses consisted of 15 hours of instruction. Courses were found in all sizes of schools and at all grade levels with special emphasis on the last two years of high school. The benefits are clear and the trend is for an increasing number of schools to establish a separate study skills course (Gifford & Fluitt, 1978).

Q. CAN A STUDENT BE TAUGHT TO LISTEN MORE EFFECTIVELY?

A. Both the ERIC Clearinghouse and the NEA have published books on how to teach more effective listening. Specific listening exercises have been designed for goals such as listening for detail, for sequence, for following directions, for critical evaluation (Smith, 1975; Friedman, 1978; Wolvin & Coakley, 1979).

Q. ARE THERE TECHNIQUES FOR HELPING STUDENTS TO LEARN MORE EFFICIENTLY WHEN READING A TEXT?

A. One of the best known methods is the Survey-Question-Read-Review method (SQ3R). One essential feature is that the student constructs questions about the text content and reads specifically to answer these questions. This helps to make reading more active and focused. SQ3R was developed in 1960 but many improvements and alternative systems have been devised since then. More recent developments give attention to accurate and useful analysis and to math and science content (Devine, 1981; Robinson, 1979).

Q. CAN A STUDENT BE TAUGHT TO IMPROVE HIS/HER TEST-TAKING PERFORMANCE?

A. Strategies for taking examinations can definitely improve a student's performance. Special techniques have been designed for different types of tests such as objective item tests and essay tests (Pauk & Millman, 1969).

Q. HOW CAN STUDY SKILLS DEFICITS BE ASSESSED?

A. Teachers can use informal means such as discussing a student's methods of study or using informal assessment questionnaires. Formal assessment instruments such as the Effective Study Test (Robinson, 1979) and the Survey of Study Habits and Attitudes (available through Psychological Corporation, 757 Third Avenue, New York, NY 10017) can be used for a more thorough assessment.

Q. WHAT CURRICULAR MATERIALS ARE AVAILABLE FOR INSTRUCTING STUDENTS IN STUDY SKILLS?

A. Missouri LINC's publication, ACCESS SKILLS: Employability and Study Skills, Assessment and Curriculum Guide has been designed specifically to assess and instruct special needs students in the areas of employability skills and study skills. Below is a list of those skills:

Employability Skills

Arrive on time
Ask questions
Basic hygiene
Communicate with authority
Communicate with peers
Complete a questionnaire
Cooperate with authority
Cooperate with peers
Demonstrate attendance
Dress appropriately

Follow multiple/oral directions
Gain job-related information
Organize work space
Participate in care of work area
Personal grooming
Social behaviors
Show respect for property
Speak clearly
Tell time
Use a calendar
Use safety
Work independently
Write legibly

Study Skills

Dictionary/meaning
Dictionary/spelling
Obtain notes/chalkboard
Proofread
Read charts, graphs
Read reference lists
Use calculator
Use index
Use table of contents

This publication is available for an approximate cost of $27 from:

Instructional Materials Laboratory
908 Woodson Way
University of Missouri-Columbia
Columbia, MO 65211
(314) 882-2883
(800) 392-7217 (in Missouri only)

There are also many commercial materials available to teach study skills. These materials range from books to kits and software; some are appropriate for elementary while others are for secondary grades. The following pages list commercial study skills materials. Publishers are shown first, followed by the various study skills materials available through them. These materials have not been previewed; the information was taken from catalogs. Teachers should preview the materials for applicability to their particular settings and the needs of their students. Prices are those listed for 1987-88 and are subject to change. Teachers may want to contact the publishers to request the latest catalogs.

List of Resources

Algier, A., & Algier, K. (1982). Improving reading and study skills. San Francisco: Jossey-Ball.

Atkinson, R., & Longman, D. (1985). Reading enhancement and development. St. Paul: West.

Cohen, R., et al. (1973). Quest: Academic skills program. New York: Harcourt Brace Jovanovich.

Corvalis School District and Oregon State University (1983). Writing in vocational education. Columbus, OH: National Center for Research in Vocational Education.

Devine, T. (1981). Teaching study skills: A guide for teachers. Boston: Allyn and Bacon.

Friedman, Paul (1978). Listening processes: Attention, understanding, evaluation. Washington, D. C.: National Education Association.

Gifford, C. and Fluitt, J. (1978). Programs to improve test-taking skills. Phi Delta Kappan, LX, 318.

Lebanon Union High School and Oregon State University (1982). Mathematics in vocational education. Columbus, OH: National Center for Research in Vocational Education.

Lock, C. (1981). Study skills. West Lafayette, IN: Kappa Delta Pi.

Marsh, G., Gearheart, C., & Gearheart, B., (1978). The learning disabled adolescent: Program alternatives in the secondary school. St. Louis, MO: Mosby.

Novak, J., & Gowin, B. (1984). Learning how to learn. New York: Cambridge University.

Parrish, L. and Kok, M. (1985). Management skills (chapter 8) in Procedures handbook for special needs work-study coordinators. Rockville, MD: Aspen.

Pauk, W. (1974). How to study in college. Boston: Houghton Mifflin.

Pauk, W., & Millman, J. (1969). How to take tests. New York: McGraw-Hill.

Robinson, F. (1979). Effective study, Boston: Harper and Row.

Salem School District and Oregon State University (1981). Reading in vocational education. Columbus, OH: National Center for Research in Vocational Education.

Smith, C. (1975). The listening activity book. Belmont, CA: Fearon Publishers.

Sotiriou, P. (1984). Integrating college study skills: Reasoning in reading, listening, and writing. Belmont, CA: Wadsworth Publishing.

Sweet Home High School and Oregon State University (1983). Speaking and listening in vocational education. Columbus, OH: National Center for Research in Vocational Education.

Wolvin, A., & Coakley, C. (1979). Listening instruction. Urbana, IL: ERIC Clearinghouse on Reading and Communication.

STUDY SKILLS

PUBLISHER RESOURCES

Career Publishing, Inc.
910 N. Main Street
P.O. Box 5486
Orange, CA 92613-5483
(800) 854-4014

Contemporary Books, Inc.
180 N. Michigan Avenue
Chicago, IL 60601
(312) 782-9181

Curriculum Associates, Inc.
5 Esquire Road
N. Billerica, MA 01862-2589
(800) 225-0248

Educational Activities, Inc.
P.O. Box 392
Freeport, NY 11520
(800) 645-3739

Fearon Education
David S. Lake Publishers
19 Davis Drive
Belmont, CA 94002
-OR-
Mary Clemons
412 Greenleaf
Kirkwood, MO 63122
(314) 822-0044

Foxtail Press
P.O. Box 2996
La Habra, CA 90632-2996
(800) 448-4465

MCE Inc.
157 S. Kalamazoo Mall
Suite 250
Kalamazoo, MI 49007
(800) 421-4157

Milliken Publishing Co.
1100 Research Blvd.
P.O. Box 21579
St. Louis, MO 63132-0579
(314) 991-4220

National Publishers
P.O. Box 288
Rapid City, SD 57709
(800) 843-8892

Opportunities for Learning, Inc.
20417 Nordhoff Street
Dept. 3RT
Chatsworth, CA 91311
(818) 341-2535

Quercus Corporation
P.O. Box 20158
Castro Valley, CA 94546
(415) 886-6176

Ready Reference Press
P.O. Box 5249
Santa Monica, CA 90405
(800) 424-5627

Science Research Associates, Inc.
155 N. Wacker Drive
Chicago, IL 60606
(800) 621-0476

Society for Visual Education, Inc.
Department LG
1345 Diversey Parkway
Chicago, IL 60614-1299
(800) 621-1900

University Press of America
4720 Boston Way
Lanham, MD 20706
(301) 459-3366

Weekly Reader Skills Books
4343 Equity Drive
P.O. Box 16618
Columbus, OH 43216
(800) 848-1882

Wiesner Educational, Inc.
P.O. Box 549
El Torro, CA 92630
(714) 581-5022

PUBLISHER: Career Publishing, Inc.
910 N. Main Street
P.O. Box 5486
Orange, CA 92613-5483
(800) 854-4014

TITLE: Developing Effective Study Habits

AUTHOR: Roy Agee

FORMAT: Book

LEVEL: Grade 8

COST: $1.95

PUBLISHER: Contemporary Books, Inc.
180 N. Michigan Avenue
Chicago, IL 60601
(312) 782-9181

TITLE: Test Taking Strategies

AUTHOR: Publisher

FORMAT: Book. Covers all types of tests.

LEVEL: Grades 7-12

COST: $3.53

TITLE: Note-Taking Made Easy

AUTHOR: Publisher

FORMAT: Book. Focus on main and supporting ideas, outlining, summarizing, paraphrasing.

LEVEL: Grades 7-12

COST: $4.28

PUBLISHER: Curriculum Associates, Inc.
5 Esquire Road
N. Billerica, MA 01862-2589
(800) 225-0248

TITLE: Study Skills: Strategies and Practice

AUTHOR: Albert Brigance

FORMAT: Book. 350 activities covering skills such as outlining, reference works, etc. Contains 221 reproducible pages.

LEVEL: Grade 3 - Adult

COST: $95.00

TITLE: Activities for Dictionary Practice

AUTHOR: J. Lucken

FORMAT: Spirit-master book with teacher's guide. 30 lessons to introduce, review and extend all basic dictionary skills.

LEVEL: Grades 5-9

COST: $14.95 for one spirit-master book with teacher's guide

TITLE: Research Reports

AUTHOR: G. Moore and G. Woodruff

FORMAT: Kit: 40 booklets, 2 bulletin board report calendars, teacher's guide for (1) Capsule Report, brief, for younger students, and (2) Specialty Report, detailed, for older students.

LEVEL: Grades 3-8

COST: $29.95 for kit
$24.95 for spirit-master book

TITLE: Classification and Organization Skills: Developmental

AUTHOR: Publisher

FORMAT: Skillbook, 32 lessons. Focus on basic level outlining skills with low vocabulary and high interest. Identifying and selecting ideas from text, classifying, sequencing, developing complete outline.

LEVEL: Grades 6-10

COST: $3.50 for one skillbook
$2.95 each for five or more skillbooks

TITLE: Dictionary Skills

AUTHOR: L. Moquin and A. Nunes

FORMAT: Skillbook; 45 lessons. Alphabetical order, parts of dictionary, definitions, pronunciation, syllables, guide words.

LEVEL: Grades 4-8

COST: $3.60 for one skillbook
$2.95 each for five or more skillbooks
$14.95 for spirit-master edition with guide

TITLE: Sequences and Exercises

AUTHOR: Publisher

FORMAT: Skillbook, 45 pages. Beginning outlining concepts, classification, sequence, skimming, main idea.

LEVEL: Grades 2-4

COST: $3.60 for one skillbook
$2.95 each for five or more skillbooks
$2.95 for one teacher's guide
$18.95 for spirit-master guide edition with guide

TITLE: Organization Skills: More Lessons in Outlining

AUTHOR: Publisher

FORMAT: Skillbook. Focus on recognition, comprehension and use of content, parts to wholes, small to large, variety of sequences.

LEVEL: Grades 5-8

COST: $2.95 for one skillbook
$2.50 each for five or more skillbooks
$16.95 for spirit-master edition with guide

TITLE: The Outlining Kit

AUTHOR: H. Hill and M. McKenna

FORMAT: Kit. 99 cards, guide, pre and post test, record sheet. Covers all aspects of outlining.

LEVEL: Grades 5-9

COST: $54.95 for kit

TITLE: Thirty Lessons in Notetaking

AUTHOR: J. Pirie and A. Pirie

FORMAT: Skillbook, 44 pages. Summarize, record and organize basic information from written texts, interviews, records. Use notes to write reports.

LEVEL: Grades 5-8

COST: $3.50 for one skillbook
$2.95 each for five or more skillbooks

TITLE: Thirty Lessons in Outlining: Advanced

AUTHOR: E. Ross and T. Culliton

FORMAT: Lesson book, 54 pages. Topic comprehension and development of complete outlines.

LEVEL: Grades 10-12

COST: $3.50 for one lesson book
$2.95 each for five or more lessons books
$2.25 for one response book
$1.75 each for five or more response books

TITLE: Outline Building

AUTHOR: H. Hill and M. McKenna

FORMAT: Kit. 528 cards in 24 organized outline sets. Color coded to categories and level of difficulty. 9 spirit-masters, guide, pre and post tests, award certificates.

LEVEL: Grades 5-9

COST: $34.95 for kit

TITLE: Following Directions: Primary

AUTHOR: J. Pirie and A. Pirie

FORMAT: Skillbook, 46 pages. Direction words, pictures, puzzles, questions. Sequenced from simple to complex.

LEVEL: Grades 2-4

COST: $3.45 for one skillbook
$2.95 each for five or more skillbooks
$18.95 for spirit-master edition

TITLE: Following Directions: Intermediate

AUTHOR: J. Pirie and A. Pirie

FORMAT: Skillbook, 47 pages. Writing directions, puzzles, games.

LEVEL: Grades 4-6

COST: $3.45 for one skillbook
$2.95 each for five or more skillbooks
$18.95 for spirit-master edition

TITLE: Following Directions: Advanced

AUTHOR: R. Kessler and J. Friedland

FORMAT: Skillbook, 48 pages. Accurate self-direction, signs and labels, bank accounts, schedules, applications, maps, charts.

LEVEL: Grades 6-10

COST: $3.50 for one skillbook
$2.95 each for five or more skillbooks
$18.95 for spirit-master edition

TITLE: Thirty Lessons in Outlining: Level I

AUTHOR: P. Furbush, A. Ross and D. Durrell

FORMAT: Lesson book, 54 pages. Focus on selection of ideas and topics, supporting details, paragraph development, sequence.

LEVEL: Grades 4-6

COST: $2.30 for one lesson book
$1.90 each for five or more lesson books
$1.35 for one response book
$ .95 each for five or more response books

PUBLISHER: Educational Activities, Inc.
P.O. Box 392
Freeport, NY 11520
(800) 645-3739

TITLE: Test Taking Techniques

AUTHOR: A. Agin and J. Prather

FORMAT: Kit. 4 audio cassettes, 10 activity books, guide. How to study for and take different types of tests: essay, matching, true-false, multiple choice.

LEVEL: Grades 6-12

COST: $59.00 for kit

TITLE: Listening and Notemaking Skills

AUTHOR: A. Agin and J. Prather

FORMAT: 10 audio cassettes, 10 activity books, guide. Demonstrates listening and notemaking methods. Gives practice in applying the methods.

LEVEL: Grades 6-12

COST: $98.00 for kit

TITLE: Fearon Education
David S. Lake Publishers - OR - Mary Clemons
19 Davis Drive 412 Greenleaf
Belmont, CA 94002 Kirkwood, MO 63122
(314) 822-0044

AUTHOR: Elaine Prizzi and Jeanne Hoffman

FORMAT: Blackline masters and lesson plans. 11 complete units covering all aspects of library reference skills.

LEVEL: Grades 5-8

COST: $10.95

TITLE: Look it Up!

AUTHOR: Nicholas Criscuolo

FORMAT: Worksheets. 101 activities for games, puzzles, exercises in work finding, definitions, locating information.

LEVEL: Grades 4-8

COST: $5.95

TITLE: Reinforcing Reference Skills

AUTHOR: Rosemary Runjamin

FORMAT: Blackline masters. 50 reproducible worksheets for activities with encyclopedias, almanacs, record books, specialized reference works, magazines, newspapers, surveys, interviews.

LEVEL: Grades 4-6

COST: $6.95

TITLE: Getting Smarter: Study Skills Improvement Program

AUTHOR: Lawrence Green and Leigh Jones-Bamman

FORMAT: Workbook, 80 pages. Chapters cover study habits, organizing for study, study time schedule, active thinking, taking notes, outlining, test taking.

LEVEL: Grades 7-12

COST: $49.50 for 10 copies and teacher's guide

TITLE: Building Independent Learning Skills

AUTHOR: Beth Atwood

FORMAT: Workbook. 100 activities to define problems, plan investigations, find information, record and report findings, evaluate results.

LEVEL: Grades 2-6

COST: $6.50

TITLE: Testwise

AUTHOR: Rona Flippo

FORMAT: Book, 124 pages. How to study for different types of exams, techniques for taking exams.

LEVEL: Grades 7-12

COST: $9.95

TITLE: How to Teach the Getting Smarter Study Skills Program

AUTHOR: Lawrence Greene and Leigh Jones-Bamman

FORMAT: Videocassette (VHS), one hour. Inservice for teachers, includes comprehensive teaching notes and 25 lesson plans.

LEVEL: Teacher

COST: $195.00

TITLE: New Dimensions in Dictionary Practice

AUTHOR: Rosemary Runjamin

FORMAT: Blackline masters. 54 reproducible worksheets. Exercises on dictionary skills. Answer key.

LEVEL: Grades 4-6

COST: $6.95

TITLE: Dandy Dictionary Skills

AUTHOR: Ginger Wentrcek

FORMAT: Blackline masters. 28 reproducible worksheets. Exercises on alphabetizing, entry words, guide words, etc.

LEVEL: Grades 2-4

COST: $4.95

TITLE: The Listening Activities Book

AUTHOR: Charlene Smith

FORMAT: Book. 80 exercises to teach listening.

LEVEL: Grades 1-6

COST: $5.95

TITLE: Listening and Learning

AUTHOR: Bernice Chappel

FORMAT: Book. 76 games, stories, activities for developing listening skills.

LEVEL: Grades K-3

COST: $7.95

PUBLISHER: Foxtail Press
P.O. Box 2996
La Habra, CA 90632-2996
(800) 448-4465

TITLE: Learning to Research

AUTHOR: Publisher

FORMAT: Three-ring binder. 65 teacher pages, 53 student pages. Detailed directions/exercises on how to select a topic and develop a research plan.

LEVEL: Grade 5

COST: $21.95

TITLE: Learning to Research

AUTHOR: Publisher

FORMAT: Three-ring binder. 65 teacher pages, 53 student pages. Detailed directions/exercises on selecting a topic and developing a research plan.

LEVEL: Grades 6-8

COST: $21.95

TITLE: Learning to Research

AUTHOR: Publisher

FORMAT: Three-ring binder. 65 teacher pages, 53 student pages. Detailed directions/exercises on selecting a topic and developing a research plan.

LEVEL: Grades 9-12

COST: $21.95

PUBLISHER: MCE Inc.
157 S. Kalamazoo Mall, Suite 250
Kalamazoo, MI 49007
(800) 421-4157

TITLE: Test Taking Made Easy

AUTHOR: Publisher

FORMAT: Computer software. 1 disk, 1 back-up, guide. Covers all types of exams.

LEVEL: Grades 7-12

COST: $59.95

TITLE: Effective Study Skills

AUTHOR: Publisher

FORMAT: Computer software. 1 disk, 1 back-up, guide. For Apple II family or IBM/IPC.

LEVEL: Grades 2-6

COST: $59.95

TITLE: Following Directions

AUTHOR: Publisher

FORMAT: Computer software. 1 disk, 1 back-up, guide.

LEVEL: Grades 2-6

COST:

PUBLISHER: Milliken Publishing Company
1100 Research Blvd.
P.O. Box 21579
St. Louis, MO 63132-0579
(314) 991-4220

TITLE: Reference and Study Skills

AUTHOR: Publisher

FORMAT: Kit. 12 transparencies, 24 duplicating masters, guide. Covers use of dictionary, encyclopedia, atlas, etc., notetaking, outlining organizing, report writing.

LEVEL: Grades 7-8

COST: $9.95 for kit

PUBLISHER: National Publishers
P.O. Box 288
Rapid City, SD 57709
(800) 843-8892

TITLE: Study Skills for Success

AUTHOR: W. Saleeby

FORMAT: Book, 112 pages.

LEVEL: Grades 7-12

COST: $7.95

PUBLISHER: Opportunities for Learning, Inc.
20417 Nordhoff Street
Dept. 3RT
Chatsworth, CA 91311
(818) 341-2535

TITLE: Early Learning Series

AUTHOR: Publisher

FORMAT: Computer software for Apple II, 48K. Titles include: Body Awareness, Knowing Numbers, Letters & Words, Shapes & Patterns, Fun with Directions.

LEVEL: Grades pre-K-3

COST: $49.95 each
$229.75 for set of five titles

TITLE: Learning Improvement Series

AUTHOR: Publisher

FORMAT: Computer software for Apple II, 48K. Includes back-up. Covers all basic study skills. Titles include: Effective Study Skills, Improving Your Memory, Following Written Directions, Strategies for Test taking.

LEVEL: Grades 7+

COST: $59.95 each
$219.95 for set of four titles

TITLE: Concept Understanding Series

AUTHOR: Publisher

FORMAT: Computer software for Apple II, 48K. Concepts are:
(1) Stop, through, away from, etc.
(2) Around, over, between, etc.
(3) Right-left, center, forward-backward
(4) Few, many, several, etc.
(5) Zero, pair, equal, etc.
(6)

LEVEL: Grades 1-5

COST: $39.95 each
$229.50 for set of six titles

PUBLISHER: Quercus Corporation
P.O. Box 20158
Castro Valley, CA 94546
(415) 886-6176

TITLE: Reading History

AUTHOR: Publisher

FORMAT: Book. Study skills for reading history. Includes material on outlining, notetaking, techniques to learn how to identify main ideas in text, maps.

LEVEL: 2.3 SPACHE level

COST: $3.90

TITLE: Reading Government

AUTHOR: Publisher

FORMAT: Book. Study skills for materials on government.

LEVEL: 2.5 SPACHE level

COST: $3.90

TITLE: Reading Geography

AUTHOR: Publisher

FORMAT: Book. Study skills for geography with emphasis on maps, basic concepts, techniques for organizing information.

LEVEL: 2.2 SPACHE level

COST: $3.90

TITLE: Reading Literature

AUTHOR: Publisher

FORMAT: Book. Study skills for literature including identification and understanding of the basic elements of literature.

LEVEL: 2.2 SPACHE level

COST: $3.90

TITLE: Reading Science

AUTHOR: Publisher

FORMAT: Book. Study skills designed to help the student learn an approach to science. Basic concepts, techniques of organizing scientific information.

LEVEL: 2.5 SPACHE level

COST:

TITLE: Writing for a Reason: Listen, Take Notes, Write

AUTHOR: Publisher

FORMAT: Book/audio tape (60 minutes). Moves the student from improved listening to outlining, notetaking and writing.

LEVEL: 2.4 SPACHE level

COST: $3.90 for book
$10.00 for tape

PUBLISHER: Ready Reference Press
P.O. Box 5249
Santa Monica, CA 90405
(800) 424-5627

TITLE: Basic Skills/Study Techniques Program

AUTHOR: Publisher

FORMAT: Kit. 4 audiocassettes, 2 workbooks, binder. Sections include listening, notetaking, reading textbooks, writing skills.

LEVEL: Secondary

COST: $69.50

TITLE: Student's Survival Kit

AUTHOR: Publisher

FORMAT: Kit. 1 audio cassette, pamphlet. Covers study methods.

LEVEL: Secondary

COST: $18.95

TITLE: Study and Work Habits

AUTHOR: Publisher

FORMAT: Kit. 20 minute videocassette. Demonstrates how study skills of listening, notetaking, organization of work, and scheduling are related to success in a job.

LEVEL: Secondary

COST: $98.00 for kit

TITLE: Getting Smarter: Study Skills Improvement Program

AUTHOR: Publisher

FORMAT: Booklet and teacher's guide. Sections include goals, organizing materials, study environment, time schedules, taking notes, taking tests.

LEVEL: Secondary

COST: $79.50 for teacher's guide and 10 copies of booklet

TITLE: Making the Grade

AUTHOR: Publisher

FORMAT: Computer software. 3 disks, 3 back-up disks, manual. Study skills, memory efficiency, test taking skills. For Apple II family and IBM/IPC compatible.

LEVEL: Secondary

COST: $164.95

TITLE: Success in the Classroom

AUTHOR: Publisher

FORMAT: 2 videocassettes. (1) Effective Study Skills, (2) Effective Note Taking.

LEVEL: Secondary

COST: $98.00 each
$196.00 for set of two

PUBLISHER: Science Research Associates, Inc.
155 N. Wacker Drive
Chicago, IL 60606
(800) 621-0476

TITLE: Learning Strategies: How to Take Effective Notes

AUTHOR: Publisher

FORMAT: Computer software. 2 disks, back-up disks, and student workbook. For Apple II Plus, Apple IIe or Apple IIc.

LEVEL: Junior High

COST: $120.00 for software
$35.00 for 10 student workbooks

TITLE: Learning Strategies: How to Take Effective Notes

AUTHOR: Publisher

FORMAT: Computer software. 2 disks, back-up disks, and student workbook. For Apple II Plus, Apple IIe or Apple IIc.

LEVEL: Senior High

COST: $120.00 for software
$35.00 for 10 student workbooks

TITLE: Learning Strategies: How to Prepare for and Take Tests

AUTHOR: Publisher

FORMAT: Computer software. 2 disks, back-up disks, student workbook.

LEVEL: Junior High

COST: $120.00 for software
$32.00 for 10 student workbooks

TITLE: Learning Strategies: How to Prepare for and Take Tests

AUTHOR: Publisher

FORMAT: Computer software. 2 disks, back-up disks, student workbook.

LEVEL: Senior High

COST: $120.00 for software
$35.00 for 10 student workbooks

TITLE: Study Skills

AUTHOR: Publisher

FORMAT: Computer software. 1 teacher disk, 7 lesson disks, 1 teacher's manual, back-up disks, 1 reproducible student workbook. For Apple IIe, IIc and II Plus (64K). Focus on note taking, outlining, editing through five categories: topic, topic development, using library sources, paraphrasing, written report.

LEVEL: Grades 4-8

COST: $349.95

PUBLISHER: Society for Visual Education, Inc.
Department LG
1345 Diversey Parkway
Chicago, IL 60614-1299
(800) 621-1900

TITLE: Test Taking Skills

AUTHOR: Publisher

FORMAT: Kit. 4 filmstrips, 4 cassettes, 24 worksheets, guide.
(1) Pre-test Preparation, (2) Multiple Choice and True-False Tests, (3) Reading Comprehension Tests, and (4) Essay Tests.

LEVEL: Grades 6-12

COST: $159.00 for entire package
$35.00 for one filmstrip and cassette
$27.00 for set of 24 worksheets

TITLE: Basic Study Skills

AUTHOR: Publisher

FORMAT: Kit. 4 filmstrips, 4 cassettes, 22 worksheets, guide.
(1) Preparing to Learn, (2) Participating in Class, (3) Working with Source Material, and (4) Taking Tests.

LEVEL: Grades 6-12

COST: $159.00 for entire package
$35.00 for one filmstrip and cassette
$27.00 for 22 worksheets

TITLE: Using the Library

AUTHOR: Publisher

FORMAT: Kit. 4 filmstrips, 4 cassettes, 25 worksheets, guide. (1) The Library, (2) The Card Catalog, (3) Indexes, and (4) Reference Materials.

LEVEL: Grades 6-12

COST: $159.00 for entire package
$35.00 for one filmstrip and cassette
$27.00 for 25 worksheets

PUBLISHER: Weekly Reader Skills Books
4343 Equity Drive
P.O. Box 16618
Columbus, OH 43216
(800) 848-1882

TITLE: Read-Study-Think

AUTHOR: Publisher

FORMAT: 7 workbooks, one each for grades K-6. Covers listening, sequence, recalling detail, skimming, outlining, summarizing.

LEVEL: Grades K-6

COST: $1.90 each

PUBLISHER: Wiesner Educational, Inc.
P.O. Box 549
El Torro, CA 92630
(714) 581-5022

TITLE: Survival Study Skills Kit

AUTHOR: Publisher

FORMAT: Kit. Ten sections each with five 8 1/2" x 11" activity cards. Section titles are:

(1) Getting Ready to Study
(2) What's the Question
(3) Knowing a Book
(4) Understanding the Message
(5) Reading Maps and Charts
(6) Finding the Facts
(7) Judging the Facts
(8) Taking Notes
(9) Studying with Skill
(10) Taking Tests

LEVEL: 4.0

COST: $69.95

PUBLISHER: University Press of America
4720 Boston Way
Lanham, MD 20706
(301) 459-3366

TITLE: Tips on Testing: Strategies for Test-Taking

AUTHOR: Rubert Alford

FORMAT: Book.

LEVEL: Grades 8-12

COST: $8.75